



FY2023 Interior and Environment Appropriations Community Project Funding Request Submission Guidance Document

Please review this document prior to submitting your Community Project Funding (CPF) request form. You must submit answers to each question below and provide required documentation for your CPF request to be considered.

When ready, the CPF submission form can be found [here](#).

Due Date: 12 PM (Noon) on April 14, 2022

Note: Only non-profit entities and state and local government entities are eligible to request projects. Projects cannot be designated for private individuals or for-profit entities. Submissions must include proof of community support (see examples below). The Subcommittee will only accept legally eligible requests under the following accounts: Save America's Treasures historic preservation projects within the National Park Service, Federal land acquisitions through the Land and Water Conservation Fund, Environmental Protection Agency State and Tribal Assistance Grants for certain water infrastructure projects, certain State and Private Forestry projects within the U.S. Forest Service. If you have questions about the appropriations project review process, please contact NC04CommunityProjects@mail.house.gov to discuss.

- **Entity Requesting Funds (legal name, no abbreviations):**
- **If this entity is a non-profit, please include documentation that the entity is a registered 501(c)(3) under the Internal Revenue Code of 1986.**
- **Primary Point of Contact (name, email, phone number, organization address):**
- **Project Priority (if non-federal sponsor is submitting more than 1 project):**
- **Project description (not more than 1,000 characters):**
- **Amount requested:**
- **Total project cost:**
- **FY 2023 President's Budget Request (if applicable):**
- **FY 2022 enacted level (if applicable):**
- **Can the project obligate all of the appropriated funds within 12 months after enactment (yes/no)?**
- **Was this request submitted to another subcommittee this fiscal year, and if so, which one?**

- **Estimated start and completion dates for the project:**
 - **Include a budget describing in detail how the requested federal funding will be used by the grantee.**
 - **Include an explanation of why the project is a good use of taxpayer funds.**
 - **Include evidence of community support (examples: letters of support from local governments; press articles highlighting the need for funds; support from newspaper editorial boards; evidence the project is listed on State intended use plans, community development plans, or other publicly available planning documents; resolutions passed by city councils or boards):**
 - **Has this request been submitted to another Member, if yes, which Member(s) and who is the staff point-of-contact?**
-

Additional guidance on Community Project Funding requests for eligible accounts:

Proof of Community Support

All submissions may include but are not limited to:

- Letters of support from elected community leaders;
 - Press articles highlighting the need for the requested community project funding;
 - Support from newspaper editorial boards;
 - Projects listed in state intended use plans, community development plans, or other publicly available planning documents;
 - Resolutions passed by city councils or boards; and/or
 - Other compelling evidence of community support.
-

COMMUNITY PROJECT FUNDING REQUEST CATEGORIES

The Interior, Environment, and Related Agencies Subcommittee is reviewing community project requests ONLY in the categories listed below. Project requests that do not fit into one of these categories will not be eligible for community project funding.

- ✓ National Park Service - Save America's Treasures historic preservation projects
- ✓ Department of the Interior – Land Acquisition Through the Land and Water Conservation Fund
- ✓ Environmental Protection Agency – State and Tribal Assistance Grants (STAG)
- ✓ U.S. Forest Service – State and Private Forestry

Save America's Treasures (SAT) through the National Park Service

The Save America's Treasures grant program is for preservation and/or conservation work on nationally significant collections and historic properties. The SAT program falls under the purview of the Historic Preservation Fund account and was established in 1998 to celebrate America's premier cultural resources in the new millennium (Public Law 113–287, Section 308902, 128 Stat. 3244; 54 USC 3089 et seq.). The existing competitive grant program funds two categories of projects: awards managed by the National Park Service (NPS) for preservation projects at properties listed in the National Register of Historic Places for national significance or designated a National Historic Landmark; and awards managed by the Institute of Museum and Library Services for projects involving nationally significant collections (including artifacts, museum collections, documents, sculptures, and other works of art).

To be considered for Community Project Funding, each applicant must provide information consistent with competitive application requirements. All grant recipients must comply with relevant requirements for recipients of Federal financial assistance and program-specific requirements found [here](#) on NPS's SAT website.

All SAT grants require a dollar-for-dollar non-federal matching share. Recipients of any SAT project funded in the Interior bill must be able to match the amount provided. The property must be on the National Register of Historic Places in order to be eligible to receive funding. Grants are not available for work on sites or collections owned by the NPS. Other federal agencies working with a nonprofit partner to preserve the historic properties or collections owned by the federal agency may submit applications through the partner. If the project has received previous appropriations, it is not eligible. A building or structure may only receive one SAT grant. Previous SAT projects can be viewed here: <https://go.nps.gov/satmap>.

If the historic structure has been moved, it is probably not eligible for funding. It is best to ask the State Historic Preservation Officer if the proposed work meets the Secretary of Interior's Standards for the Treatment of Historic Buildings (<https://ncshpo.org/>). Work that has already been done prior to SAT funding may have had an adverse effect on the historic features of the building and make it ineligible for the National Register and for SAT funding.

Contractors for the project must be competitively selected, as stipulated under Government-wide Grants Requirements set by OMB. New construction is not eligible. The SAT grant program was created to preserve nationally significant properties by repairing them, not adding to or changing them.

Demolition of an historic building or significant changes to it are not eligible projects under the SAT grant program. The sponsors of this project must agree to a preservation easement or covenant. The National Park Service not only pays for the work to fix the roof, but also ensures that if the property is sold later, then the covenant or easement will bind the new owner to maintain and preserve the historic building that gets the SAT grant.

Additional Questions for National Park Service, Save America's Treasures

- **If the request is for a preservation project, does the property meet the SAT requirement to be listed in the National Register of Historic Places at the national level of significance or to be designated a National Historic Landmark, either individually or as contributing to an historic district?**
 - **Is the recipient one of the eligible entities under the HPF, as identified in 54 USC 308901?**
 - **What type of eligible entity is the recipient?**
 - **Does the recipient have in place, or a plan to provide, the one-to-one match with nonfederal cash and/or in-kind contribution?**
 - **Would the requested project fund an eligible activity under the SAT program?**
 - **Is the applicant prepared to accept the required preservation easement/covenant that is required by the program?**
 - **Has this project been completed or advanced beyond emergency stabilization?**
 - **Is the applicant financially sound and capable of managing a federal grant so to minimize the risk of fraud, waste, and abuse and loss of federal funding?**
-

Land Acquisition Through the Land and Water Conservation Fund

Federal acquisition of lands and water and interests therein must be for the purpose of land and habitat conservation and the encouragement of outdoor recreation, as established by the Land and Water Conservation Fund (LWCF) Act of 1965. Land acquisition project requests funded from the LWCF should be requested through the agency that would manage the land being acquired. The four land management agencies are: within the Department of the Interior, (1) the Bureau of Land Management, (2) the Fish and Wildlife Service, (3) the National Park Service; and within the Department of Agriculture, (4) the Forest Service.

Third party organizations (i.e. The Nature Conservancy, Trust for Public Land, etc.) frequently participate in the federal acquisition process by coordinating the negotiation and purchase of tracts. If the project you are requesting involves a third-party organization, please be mindful that funding for a land acquisition project goes to the agency that will manage the land. The Great American Outdoors Act of (Public Law 116-152) and the Consolidated Appropriations Act, 2021 (Public Law 116-260) mandates that the president submit, along with the upcoming fiscal year's budget request, proposed and supplemental project lists. Projects that appear on the proposed lists are considered programmatic requests and should not be requested for Community Project Funding. The Committee will look favorably upon requests for projects that appear on the supplemental list. When submitting your request, please indicate whether the project is on this list.

Additional Questions for Land Acquisition through LWCF project requests

- **Is the requested project on either the president's proposed or supplemental LWCF project list submitted by the agency?**
-

Environmental Protection Agency -- State and Tribal Assistance Grants

The vast majority of requests made to the Interior Subcommittee are for STAG infrastructure grants. These grants fund local wastewater and drinking water infrastructure projects. This includes construction of and modifications to municipal sewage treatment plants and drinking water treatment plants. Similar to past practice, the Committee will be limiting STAG infrastructure grants only to projects that are publicly-owned or owned by a non-profit entity and that are otherwise eligible for the funding from that state's Clean Water or Drinking Water State Revolving Funds (SRF) loan programs.

Privately-owned projects are NOT eligible for infrastructure grants, even if they are otherwise eligible for assistance under a SRF program. The Committee will look favorably upon requests for projects that are listed on a state's most recent Intended Use Plan.

There is a minimum 20% cost share requirement for any portion of a project funded through a STAG infrastructure grant. For example, a \$1 million project could receive a maximum of \$800,000 from the Federal government, with the remaining \$200,000 the responsibility of the grantee. In almost all cases, other federal funds cannot be used to meet this 20% cost share. Ability to fund the 20% cost share is required before EPA can award a STAG grant. Please note that assistance provided by a SRF counts towards the project's matching requirement.

STAG projects have very specific eligibility requirements, and the Committee will not consider projects that do not meet those requirements. Please review the charts outlining examples for eligible and non-eligible STAG projects through the Interior Subcommittee guidance document on

<https://appropriations.house.gov/sites/democrats.appropriations.house.gov/files/FY23%20Interior%2C%20Environment%2C%20and%20Related%20Agencies%20Member%20Project%20Instructions.pdf>.

Additional Questions for EPA STAG project requests

- **Please indicate whether this is a Clean Water SRF project or a Drinking Water SRF project.**
 - **Does the project have (or expects to have within 12 months) its 20 percent matching fund requirement?**
 - **Is the project on your state's most recently finalized Clean Water/Drinking Water State Revolving Fund Intended Use Plan? Please provide documentation or link to online list.**
 - **Has the project received federal funds previously? If so, please describe amounts, sources, and fiscal years.**
-

U.S. Forest Service – State and Private Forestry

The Forest Service is an agency within the Department of Agriculture. Requests that do not fit into the described categories below are unlikely to be eligible for funding under the Forest Service.

The State and Private Forestry (S&PF) account provides technical and financial assistance, usually through the network of State Foresters, to improve the management, protection, and utilization of the Nation's forests. Community projects are usually limited and include various specific urban and community forestry projects and specific forest disease or pest treatment areas. Specific state fire assistance projects or specific forestry assistance projects may also be requested in this account. Please carefully review the information the Forest Service provides on its website regarding what activities are permitted under the various S&PF programs and consult with your State Forester office if needed to confirm that all of a project's activities are eligible for S&PF funding.

Note, State and Private Forestry projects are required to meet the 1:1 matching requirement mandated by the Forest Service. Keep this in mind when considering the amount being requested for the project. The amount being requested can be no more than half of the total project cost to account for matching funds being used (ex. If a project has been calculated to cost \$200,000, then a request for a CPF can be no more than \$100,000 for that project to allow for 1:1 matching funds to be used.) Additionally, project amounts should be to the nearest thousand (ex. \$100,000 instead of \$100,500).

The Committee will look favorably upon requests for projects that are listed on any federal or state ordinal list or are clearly demonstrated to meet the goals of a State Forest Action Plan(s). Please ensure any requests submitted for S&PF funding include not only full details on the types of activities in the project, but other details relevant to the specific type of S&PF program the project would fall under (ex. For landscape scale restoration, precise location data is needed).

Additional Questions for U.S. Forest Service State and Private Forestry project requests

- **Does the recipient have in place, or a plan to provide, the one-to-one match with nonfederal cash and/or in-kind contribution?**
- **Has the project received federal funds previously? If so, please describe amounts, sources, and fiscal years.**
- **Is the project ranked in a priority setting system/list? If so, please provide list name and rank.**
- **How does this project meet the goals of the State Forest Action Plan and/or support community plans?**
- **Does this project meet the eligibility requirements of one of the following Forest Service, State and Private Forestry Programs? Landscape Scale Restoration, Forest Health Management, Cooperative Fire Assistance, Forest Stewardship, or Urban and Community Forestry**
- **(If landscape scale restoration) Does this project meet the eligibility requirements of the Landscape Scale Restoration program as listed in the instructions on the Forest Service website?**
- **(If Forest Health Management) Is this project treating a specific insect, disease, or invasive plant infestation listed in the FY21 Forest Service Budget Justification?**
- **(If Cooperative Fire Assistance) If a State project, how does this project meet the goals of the State Forest Action Plan? If a local project, how does this project support community mitigation efforts?**
- **(If Forest Stewardship) How does this project meet the goals of the State Forest Action Plan?**
- **(If Urban and Community Forestry) How does the project meet the goals outlined in the 2016-2026 Urban Forestry Action plan?**

- **(If Urban and Community Forestry) Further, how does this project “Conserve working forest landscapes, protect forests from harm, and enhance benefits associated with trees and forests”?**
 - **(If Urban and Community Forestry) Does the project meet at least the 50-50 match requirement?**
-